



**DUTCHESS COUNTY
CLASS SPECIFICATION**

Laborer

DATE ADOPTED: 10/3/78

LAST REVISION: 05/15/26

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DISTINGUISHING FEATURES OF THE CLASS:

The work involves responsibility for the performance of general laboring or construction tasks, which requires physical endurance and a willingness to perform arduous tasks at times in inclement weather. The incumbent generally uses hand and power tools to perform the work but may occasionally operate automotive equipment under close supervision of a qualified operator. An employee in this title may be required to work hours other than in the normal work week, including evenings, weekends and holidays. Work is performed under the direct supervision of a working supervisor or a similar title and at time.

TYPICAL WORK ACTIVITIES:

Typical work activities for incumbents in this title include those listed below in addition to those work activities performed by lower level titles in the series. They are indicative of the level and types of activities performed by incumbents in this title. They are not meant to be all inclusive and do not preclude a supervisor from assigning activities not listed which could be reasonably expected to be performed by an employee in this title.

1. Performs a variety of manual labor tasks subject to inclement weather conditions and often in an unpleasant environment;
2. Performs a variety of unskilled maintenance and cleaning tasks such as repairing and moving office furniture and equipment, replacing light bulbs, washing walls, polishing floors and cleaning bathrooms;
3. Rakes and shovels asphalt to patch potholes or assist in the paving of roads;
4. Loads and unloads trucks;
5. Manually excavates and backfills for construction and repairs;
6. Cleans streets, park areas, culverts and basins;
7. Charges mixing machines with cement, sand, stone;
8. May perform a variety of groundskeeping tasks including cutting grass, trimming shrubs and trees, raking leaves, cutting brush, spading flower beds;
9. Works as helper on a snow plow or sander;
10. Assists in the installation, maintenance, and repair of sidewalks or other projects by shoveling, jack hammering, laying forms, and pouring cement;
11. Assists in cleaning sewers and catch basins and in laying pipe and building catch basins;
12. Assists in soil and rock excavation;
13. Assists with tree planting, removal and weed cutting;
14. Assists in the installation and maintenance of traffic signs and markings, and in bridge construction and maintenance;
15. Participates in snow and ice control activities;
16. May assist in painting signs, bridges or other structures and facilities;
17. May assist in the maintenance and repair of buildings;
18. May operate motor equipment in the performance of duties;

When assigned to Department of Public Works Parks Division may also perform the following:

1. Supports and participates in recreational programs in parks;
2. Assists in maintaining park cleanliness;
3. Patrols parks to prevent vandalism, trespassing and violation of park regulations;
4. Provides information and assistance to park patrons;



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5. May direct traffic in parks.

When assigned to Department of Public Works Buildings Division may also perform the following:

1. Assists with replacing fixtures, ballasts, starters, wall switches, plugs, cover clips, etc.;
2. Unloads delivery trucks and distributes supplies;
3. Paints, stains and varnishes interior and exterior surfaces as directed.

When assigned to Department of Public Works Aviation Division may also perform the following:

1. Patrols airport property;
2. Performs security checks.

When assigned to Department of Public Works Auto Service Center may also perform the following:

1. Receives on the job training in automotive, construction equipment, and/or fire equipment mechanics;
2. Assists department staff in performing preventive maintenance work on automobiles, fire apparatus, highway construction and maintenance equipment, including checking fluids, changing oil, changing filters, inspecting and repairing brakes, greasing components and performing tune-ups;
3. Assists in the repair of gasoline and diesel engines, including the repair or replacement of electrical, hydraulic, cooking drive train, braking, steering and fuel system components;
4. Assists in the assembly and disassembly of automotive, construction and/or fire equipment;
5. Keeps shop, tools and equipment in a clean and safe operating condition;
6. Assists in fueling, cleaning and moving vehicles within the Auto Service Center facility.

FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES:

Ability to perform routine physical work; ability to lift heavy weights; ability to follow oral instructions; willingness to work under all weather conditions; sobriety; physical endurance; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

None are required.

FOR EMPLOYMENT TO DUTCHESS COUNTY DEPARTMENT OF PUBLIC WORKS:

Must be 18 years old at time of appointment.

NOTE: An appointing authority may require the possession of a valid driver's license at the time of appointment.

OFFICIAL USE ONLY:

COUNTY BARGAINING UNIT: CSEA	JURISDICTIONAL CLASSIFICATION: Labor
COUNTY GRADE: 8	COUNTY FLSA Code: OT Eligible
REVISION HISTORY: 10/3/78 5/24/06 12/1/08 3/3/22 5/15/26	